

# MEPAL PARISH COUNCIL

Clerk: Mrs Karen Peck, email: [clerk@mepalparish.org](mailto:clerk@mepalparish.org) tel 01353 741066

Chairman: Mr Brian Rollason, email: [brian@mepalparish.org](mailto:brian@mepalparish.org)

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**NOTICE OF MEETING:** Full Parish Council Meeting  
**TIME:** 19.00  
**DATE:** Tuesday 10<sup>th</sup> August  
**VENUE:** Recreation Field - Outdoor Meeting

**If you wish to raise any points within Public Participation, we ask that these are sent to the Parish Clerk 48 hours prior to the meeting.**

**The Parish Council wish to advise that all attendees are required to adhere to social distancing measures set out by the Council including hand washing and sanitisation, social distancing, and masks if indoors, please respect everyone's space.**

All members of the Council are hereby summoned to attend for the purposes of considering and resolving the business to be transacted at the meeting as set out below.

MEMBERS	4
VACANCIES	3
QUORUM	3

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## MINUTES

- 100821/1 TO RECORD APOLOGIES FOR ABSENCE**  
There were no apologies for absence.
- 100821/2 MEMBERS' DECLARATIONS OF INTEREST**  
There were no declarations of interest declared.
- 100821/3 TO SIGN AND APPROVE MINUTES OF LAST MEETING AND RATIFY WORKING PARTY MINUTES AND DECISIONS**  
Councillor Williams proposes and Councillor Hickman seconded that the Full Parish Council Meeting minutes from 4<sup>th</sup> May 2021 were approved as a true and accurate record of the meeting and the Working Group Meeting of 25<sup>th</sup> June 2021 and all decision made within this meeting were approved and accepted. Motions carried unanimously.
- 100821/4 TO RECEIVE DISTRICT AND/OR COUNTY COUNCILLORS' REPORTS SINCE LAST MEETING**  
To advise all reports are now published on the Mepal Parish Council website. The Parish Council had no questions in relation to the recent report and therefore the District and County Councillors were not in attendance.
- 100821/5 OPEN FORUM FOR PUBLIC PARTICIPATION (15 minutes)**  
At the close of this item, members of the public will no longer be permitted to address the Council unless invited to do so by the Chairman.  
There was one member of the public in attendance.  
The issue of communication was raised by the member of public in attendance. Due to the loss of the notice boards at the Chestnut Way bus shelter (vandalism) and the one attached to a former structure at Pond Farm, and the missing notice board at the Pavilion then getting information to those in the village who do not use FaceBook needed addressing. The removal of posters on Parish Council property (bus shelters) leaves many feeling left out and the point was made that the old simpler Mepal People newsletter used to be produced and distributed monthly with a full dates for your diary section. Going to

bi-monthly and lately quarterly means that this Newsletter is less helpful for those wanting to promote events and let people know what's going on.

The member of public was thanked for their comment and was advised that we had some measures to be discussed under agenda items 100821/6 (5) & (6)

A letter has been received from a member of the public not present who disagrees with the previously agreed response regarding the small piece of land, formerly grazed by a residents pony on New Road, that is not on the verge or greens maps provided by CCC and therefore is not being maintained by anyone. Agenda item 100821/6 (9) clarifies the position.

**The Parish Council had received a request from another member of the public who wished for their thanks to be noted within the minutes.**

"I'm writing to praise the Parish Council on the excellent work they have done in very difficult times. The "new" council has rectified problems which should have been sorted out several years ago. I'm fed up with hearing from moaning residents on a number of issues, ie grass and hedge cutting, cost of rectifying problem with recreation field. Perhaps residents have a short memory as a few years ago the "old" council had a bright idea of spending a considerable amount on an exercise to investigate the possibility of erecting a bridge over the other side of the Old Mepal bridge so that residents could explore the wildlife! As for airing their views on social media, they should get their facts right being "pinging" their views. It's far better just to have a person-to-person conversation.

You are doing a grand job."

The Parish Council thanked the Parishioner for their positive and supportive comments.

100821/6

#### **MATTERS ARISING (30 minutes)**

1. Dog Waste Bag Dispenser – to ratify quotation and purchase  
The Parish Council agreed to the purchase of a Dog Dispenser Station with 2500 compostable bags to be sited on the recreation ground for the cost of £156 including VAT. The Parish Council feel promoting good behaviour and discipline whilst using the facility will be far more proactive than only complaining about the current issues. Motion carried unanimously.
2. Water at Pavilion – to discuss need for mains water and decide on a drinking water machine or to have work done to provide this in the pavilion building  
The Parish Council highlighted the concerns that the only mains water within the pavilion building was in the cleaning cupboard. The Council discussed options to resolve this, and it was agreed Councillor Williams would seek quotations for the work to be carried out to have mains water in at least the kitchen area.
3. Grant Applications – to reiterate the existing policy and the need for compliance  
The Parish Council reiterated that the full procedure is available on the Parish Council website including the deadlines for applications. It was agreed when the application process opened Councillor Williams would post a link.
4. To address unacceptable social media abuse directed at the Parish Council  
The Parish Council highlighted their disappointment in the recent social media comments and reiterated that any form of abuse towards Councillor or staff will not be tolerated. If this was to continue the Parish Council would refrain from using the social media platform and solely use the website to communicate. It was noted that the Parish Council link Parish business to the social media platform after requests from the community.
5. To discuss recent fly posting and possible solutions  
The Parish Council discussed recent fly posting issues. Cambridgeshire County Council have recently reiterated the need for permission to be sought should communities wish to use County property in anyway, this includes their lampposts, street furniture and other assets. Fly posting can result in a fine.  
The Parish Council appreciates the need to promote village events and therefore approved the purchase a 12 acrylic poster slots for the community to advertise events.  
It was noted that people using the advertising space would be responsible for removing out of date posters and should they be vandalised they will not be replaced.
6. To ratify the purchase of 2 x small noticeboards for Chestnut Way and Bridge Road/School Lane junction  
The Parish Council ratified the purchase of two small noticeboards to be located at both bus stops at the cost of £1450 plus VAT. The Parish Council thanked Cambridgeshire County Council for their permission to site both boards on their land. This will now mean that there will

be three Parish Council boards covering all area of the village. Due to the current pandemic and shortages in material the board are on back order and will be delivered as soon as possible.

7. Advertising space – to note that the Parish Council section of the High Street (shop) noticeboard will be relinquished to enable village organisations to advertise events freely.
8. To note that brambles along Brangehill Drove are re-establishing due to the weather this year and may require more regular maintenance in conjunction with CCC/highways. The path through from Meadow Way in particular needs attention.
9. To note that the Parish Council do not have legal powers to maintain land that they do not own and can only deal with grass cutting on areas agreed with Cambridgeshire County Council.
10. To discuss donation of outdoor fitness equipment

The Parish Council has been offered a FOC Air Walker. The long-term plans have been to look at the installation of a fit trail to improve facilities for all ages and this was one of the pieces of equipment previously considered. It was therefore concluded that we would accept the kind donation but that we would not rush to install it and agreed that before any installation, the four councillors needed to review where the 'Fit Trail' would be located and would need to establish what the ongoing costs to maintain the equipment would be. The Chairman will recirculate the original equipment ideas and the other Councillors need to consider this within the 5-year plan that Councillor Hicks is looking at. Councillor Foord said that we could then install the donated equipment as phase 1.

100821/7

#### **PLANNING (10 minutes)**

##### **TO DISCUSS:**

##### **21/00969/RMA Horticultural Site Between 8 and 14 Bridge Road, Mepal**

Reserved matters for appearance, landscaping and scale relating to Plot 2 of previously approved 19/00799/OUT (construction of 2no. detached dwellings) – No Comment

##### **21/00960/FUL Broadmead Boarding Kennels, Witcham Road, Mepal**

Single Storey side extension – No Comment

##### **21/00999/FUL 38 River Close, Mepal**

Single Storey rear and side extension – No Comment

##### **21/00370/FUL 6B New Road, Mepal**

Proposed single storey side and rear extension to create an annexe for elderly parents, side extension for a new utility and replacement garage – AMENDMENT involves clarification of parking details and an interconnecting door between the proposed annex and host dwelling has also been proved following comments from the case officer. – No Comment

##### **21/00681/SCREEN Mepal Outdoor Centre, Chatteris Road, Mepal**

Screening Opinion – proposed construction of a crematorium and associated service and administration building, function, memorial garden, natural areas, pet cemetery, car parking, new vehicular access from the A142 to the north of the site and landscaping – No Comment

##### **21/00676/VAR Manor Farm, School Lane, Mepal**

To vary Condition 1 (Approved Plans) of previously approved 19/00566/VAR for To vary Condition 1 (Approved Plans) of previously approved 13/00799/FUL for Conversion of existing barns to two dwellings and garaging. Erection of three detached houses and 2 no. bungalows. Erection of 2 no. garage buildings. Change of use of paddock to amenity space for barn conversions. New access  
VARIATION INCLUDES - A new revision to the drawings, adding a single storey extension.

##### **UPDATES:**

##### **20/00225/FUL 16 School Lane, Mepal**

Two Storey rear extension - Replied under delegation 12.03.2021 – No Comment responses sent under delegated powers – APPROVED

##### **19/00799/DISA Horticultural Site between 8 and 14 Bridge Road, Mepal**

To discharge Conditions 6 (Contamination), 7 (Flood Mitigation Measures), 8 (Tree Protection), 11 (Biodiversity) & 12 (Boundary Treatments) of Decision dated 20.08.2019 for construction of 2no. detached dwellings

##### **20/01571/DISA Horticultural Site Between 8 And 14 Bridge Road Mepal**

To discharge condition 3 (Materials) of Decision notice dated 16.02.2021 for approval of details for reserved matters for appearance, landscaping and scale relating to Plot 1 of previously approved 19/00799/OUT (Construction of 2no. detached dwellings)

100821/8

#### **FINANCE**

1. To approve payments and Bank Reconciliation up to 31<sup>st</sup> July 2021

Councillor Williams proposes and Councillor Foord seconded to approve all reconciliation up until 31<sup>st</sup> July 2021. Motion carried unanimously.

2. Budget Review

Councillor Williams circulated review documents to all before the meeting. The Council were pleased with the current position.

3.

a) Online Payments:

MFG Witcham Toll – Fuel	£25.01 OC
Amazon – Gloves and Strimmer Wire	£41.42 OC
Amazon, Ebay – Castors, Bags, Flags, envelopes, Rubber strap	£72.65OC
Screwfix – bathroom lock	£9.49 OC
MFG Witcham Toll – Fuel	£51.54 OC
Monthly Fee	£1.99 OC
ECDC – Street Numbering	£52.00 BACS
Container People	£39.78 BACS
CGM- Grass Cutting – March to Early June	£516.00 BACS
Field Compost – Bark	£1168.00 BACS
CPD – Six monthly fire alarm service	£70.00 BACS
HMRC, Expenses and Wages	£2497.58 BACS
SLCC – National Conference Virtual attendance	£120.00 BACS
CJC Cleaning – Pavilion June and July	£180.00 BACS

b) Direct Debits Made:

British Gas – Pavilion	£60.66 DD
EON – Street Light Energy	£24.78 DD
EE	£35.52 DD

c) Income

Riverbank Grazing Annual Fee from C Ransome	£300.00 CHEQ
ECDC COVID Grant	£8000.00 BACS
ECDC Restart Grant Top-Up Payment	£1334.00 BACS

Councillor Hickman proposed and Councillor Williams seconded to approve all payments, direct debits, and income. Motion carried unanimously

100821/10

**DELEGATION SCHEME**

To reinstate delegation scheme as per Appendix One in the event the council cannot met in person. Motion agreed unanimously.

100821/10

**DIARY DATES** – the next Full Parish Council meeting will be Tuesday 14<sup>th</sup> September 2021 at 7pm venue to be confirmed.

The meeting close at 19.56

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*K Peck*

**Karen Peck**  
**Clerk & Responsible Finance Officer**  
**Mepal Parish Council**

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*B Rollason*

**Brian Rollason**  
**Chairman**  
**Mepal Parish Council**